



Pickering Public Library Board Meeting Minutes

Held October 27, 2016 at 7 pm
At the Petticoat Creek Branch

Attendees: R. Coelho, J. Sabeen, D. Sharma, S. Sheehy, I. Thomaidis.
Absent: M. Anderson, S. Bhatia, M. Brenner, I. Cumming
Staff attending: C. Grant, E. Bird, K. Williams, S. Yung
Meeting Commencement Time: 7:03 pm

1. Public Delegations (none)

2. Approval of Agenda, Disclosure of Interest

No interest was declared

Motion #57.16

Moved by R. Coelho. Seconded by D. Sharma **MOTION** THAT the Agenda be adopted as presented.
Carried.

3. Board Education (none)

4. Consent Agenda

4.1 Community Report 2016

Motion #58.16

Moved by D. Sharma, Seconded by R. Coelho. **MOTION** THAT the item on the Consent Agenda be adopted as presented.

Carried.

5. Minutes of the Board meeting held September 22, 2016

Motion #59.16

Moved by R. Coelho, Seconded by I. Thomaidis. **MOTION** THAT the minutes of the meeting held September 22, 2016, having been reviewed by each Board Member present at the meeting, be adopted as amended.

Carried.

6. Ends Discussion

6.1 Provincial Comparisons Report (2012 – 2014) (distributed)

C. Grant asked Board members if they felt this report from the Federation of Ontario Libraries was worth the cost. She noted that it is a good external monitoring report, as she had prepared the previous reports herself. The problem is that the data is out-of-date but she would be working with the same data.

Motion #60.16

Moved by D. Sharma, Seconded by R. Coelho. **MOTION** THAT the CEO be directed to purchase the provincial comparison report every other year. This will be reviewed the next time the report is purchased to ensure continued relevance.

Carried.

7. Staff Reports

7.1 Library Information Update (distributed)

In response to questions C. Grant noted that Jack Astor's was undergoing a redesign to capture more local ingredients and interests. They received copies of pictures of local scenes from the local history collection. She also reported that there was a huge interest in the City bus tour mainly in the 55+ age group. They are hoping to schedule another tour. Tour included the library. C. Grant replied to a question about the function of a 3D scanner. She explained that the unit scans a 3D object and creates a data file, which can then be shared, edited

or printed out on a 3D printer. C. Grant also reported on an engineering for girls initiative from UOIT. They are looking for community partners. The Library has responded stating our interest in such a program.

7.2 Library Partnerships 2016 (distributed)

S. Yung noted that this report covers the period June 2015 to June 2016. She noted in response to questions, that partnership terms varied depending on the type of partnership and the needs of both partners and are documented. An assessment is completed at the end of each partnership term and includes a discussion with the partner. The biggest challenges are limited space and high demand. Staff need to continually sort out priorities and make decisions about what partners we can work with. Lack of a larger space is also a problem. We do not consider the partnerships free but we don't ask them to pay for the space. We do ask for things that they can do for the community. C. Grant reported that the next generation library design envisions a larger auditorium on first floor which is more flexible than the current design. In response to a question about gaps in our community partnerships, S. Yung listed technology, special needs groups. Another gap mentioned was groups in north Pickering.

8. Monitoring Reports

8.1 EL 2 Treatment of Clients (distributed)

D. Sharma reported that the Monitoring Report contained reasonable interpretations and sufficient evidence to conclude that the policy had not been contravened other than the contravention noted in the report. He had discussed this contravention of the policy with C. Grant and was satisfied with the steps that had been taken. He had also asked questions about the camera surveillance system and was satisfied that no issues existed. He felt that there were no necessary amendments.

Motion #61.16

Moved by D. Sharma. Seconded by R. Coelho. **Motion** THAT the Board adopt Monitoring Report EL 2 Treatment of Clients as presented and; THAT the Board adopt Policy EL 2 Treatment of clients as presented, the Policy being complete, sound and effective.
Carried.

9. Report of the Community Linkage Committee

K. Williams had nothing to report.

10. Ownership

10.1 Member Reports

I. Thomaidis reported that she had promoted some of the Library’s programs at the parents meeting at her children’s school. S. Perdomo had made a presentation at the last meeting, that had generated a lot of interest. He may come to Maple Ridge for a coding workshop. The parents group was interested in having a parent and child coding event where all could learn.

I Thomaidis also reported that the cake decorating event at the library was very well done and that her children had a great experience with S. Dashtkian working with electronics and coding.

D. Sharma reported that his children were enjoying the public speaking program. He noted that he thought it ran a bit late for this age group. Staff would pass on that feedback to the partner that offers the program.

11. Governance

11.1 Board Self Evaluation Report (none)

11.2 GP 6 Board Committee Principles

I. Thomaidis reported that there were no necessary amendments to GP 6 Board Committee Principles and that she felt that the Board was in compliance with the policy.

Motion #62.16

Moved by I. Thomaidis, Seconded by D. Sharma. **Motion** THAT the Board adopt Policy GP 6 Board Committee Principles as presented, the Policy being complete, sound and effective and; THAT the Board continue to comply with this Policy.

Carried.

12. Board Policy Review

Assigned for November 24, 2016 (All members should read):

EL 7 Emergency Executive Succession	M. Anderson
GP 10 Principles and Guidelines for Board members	S. Bhatia
GP 7 Board Committee Structure	R. Coelho

13. New Business

13.1 CEO Evaluation

The CEO evaluation is presented to the CEO in December. All Board members are asked to forward their comments based on compliance with the EL reports for the year to J. Sabean. Please supply the comments to him by the November Board meeting.

13.2 New Board Member Update

Because of the death of Councillor Rick Johnson, the deadline for applications for the vacant Board position has been postponed until November 4th. The appointed subcommittee will review the candidate's applications and make a recommendation to Council.

13.3 Reply from Ministry

J. Sabean reported on the response to the letter that he had sent to the Ministry of Tourism, Culture and Sport about the cuts to the Internet connectivity grant. He read the letter which thanked him for his letter and reported that the Ministry was changing the focus of their connectivity assistance to rural and remote libraries.

14. Confidential Matter (none)

15. Board Self Evaluation (distributed at meeting)

16. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday November 24 at 7 pm in the Central Library Boardroom.

Motion #63.16

Moved by R. Coelho, Seconded by S. Sheehy. **Motion** THAT the meeting be adjourned.
Carried

The meeting was adjourned at 8:35 pm.

Signature of Board Secretary

Date

Signature of Library Board Chair

Date

Alternate formats available upon request. Please contact Elaine Bird at elaineb@picnet.org or 905-831-6265 ext. 6231.